

3-Apr-08

				FY2009			
				DEPT REQUEST	OVERRIDE AMOUNT	SELECTMEN REC	FINCOM REC
FUNCTION SUMMARY							
ALL COSTS	45,945,790	45,559,235	48,406,848	53,117,894	867,530	50,767,329	50,767,329
GENERAL GOVERNMENT:							
ADMINISTRATION	786,581	656,699	1,128,542	1,186,243	-	1,171,546	1,171,546
FINANCE	6,797,903	6,771,926	7,484,680	8,782,125	80,600	8,023,891	8,023,891
PUBLIC SAFETY	5,745,939	5,730,002	5,580,589	6,643,506	112,515	5,672,374	5,672,374
PUBLIC WORKS	3,074,139	3,208,255	3,115,362	3,258,123	316,423	3,078,690	3,078,690
GENERAL SERVICES	1,011,232	1,002,014	982,198	1,056,050	45,495	981,254	981,254
LAND USE	203,578	184,985	211,526	220,289	-	218,789	218,789
EDUCATION	20,384,010	20,163,348	21,151,777	23,140,477	312,497	22,789,704	22,789,704
DEBT SERVICE	3,633,423	3,633,528	4,408,227	4,533,796	-	4,533,796	4,533,796
ENTERPRISES	4,308,985	4,208,479	4,343,947	4,297,285	-	4,297,285	4,297,285

Above is a summary, by function, of the FY2009 Operating Budgets of all Town Departments. The detail for these budgets is on the following pages.

Any changes to the override amounts will be posted at www.northreadingma.gov and a handout will be distributed at Town Meeting.

THIS SPACE for NOTES

3-Apr-08

				FY2009			
	FY07 Budget	FY07 Expended	FY08 Budget	DEPT REQUEST	OVERRIDE AMOUNT	SELECTMEN REC	FINCOM REC
FUNCTION SUMMARY							
A D M I N I S T R A T I O N							
MODERATOR	50	-	50	50	-	50	50
1 SALARIES	50	-	50	50		50	50
2 EXPENSES	-	-	-	-		-	-
The Moderator is an elected position. The responsibilities of the Moderator are the conduct of Town Meetings and the appointment of Finance Committee Members. The moderator may also appoint members to other committees as directed by Town Meeting.							
FINANCE COMMITTEE	2,055	951	2,072	2,129	-	2,129	2,129
3 SALARIES	1,255	644	1,272	1,329		1,329	1,329
4 EXPENSES	800	307	800	800		800	800
The Finance Committee consists of 9 members appointed by the Moderator. The Committee has the responsibility to make recommendations to Town Meeting on all fiscal matters and such other matters as it deems appropriate. The Committee is responsible for administering the Reserve Fund. The Salaries line item is to fund the services of a part-time secretary.							
RESERVE FUND	68,963	-	112,386	125,000	-	125,000	125,000
5 EXPENSES	68,963		112,386	125,000		125,000	125,000
This fund is appropriated to provide for extraordinary and unforeseen expenditures. In FY07 the Reserve Fund was budgeted at \$125,000 of which \$56,037 was transferred to various Departments. The additional budgets and expenditures are included under the appropriate departments. In FY08, the budget was \$123,921 of which \$11,535 has been transferred to date.							
GENERAL INSURANCE	280,000	271,419	303,200	298,200	-	298,200	298,200
6 EXPENSES	280,000	271,419	303,200	298,200		298,200	298,200 *

* Line 6 Fund \$10,000 from WATER REVENUE

This Appropriation is to pay the premiums for the General Insurance of the Town. It covers such things as general liability, buildings and vehicles.

3-Apr-08

	FY2009						
	FY07 Budget	FY07 Expended	FY08 Budget	DEPT REQUEST	OVERRIDE AMOUNT	SELECTMEN REC	FINCOM REC
FUNCTION SUMMARY							
TOWN COUNSEL	90,000	82,000	89,223	90,000	-	90,000	90,000
7 EXPENSES	90,000	82,000	89,223	90,000		90,000	90,000 *
* Line 7 Fund \$8,000 from WATER REVENUE							
This appropriation is to pay for the legal services. Town Counsel provides legal advice to Town Officials and Boards as well as represents the Town during court proceedings. Also included are funds for the services of Labor Counsel.							
SELECTMEN	18,900	18,469	19,273	20,171	-	20,171	20,171
8 SALARIES	18,900	18,469	19,273	20,171		20,171	20,171
This Line Item provides for a part-time clerical support for the Board of Selectmen as well as the services of a recording secretary.							
TOWN ADMINISTRATOR	287,259	283,860	260,054	277,433	-	262,736	262,736
9 SALARIES	209,659	209,659	206,069	223,448		208,751	208,751 *
10 EXPENSES	77,600	74,201	53,985	53,985		53,985	53,985
11 CAPITAL	-	-	-	-		-	-
* Line 9 Fund \$3,900 from WATER REVENUE							
This budget provides for the compensation of the Town Administrator, Administrative Assistant, occassional additional clerical support, and the Human Resources Administrator. Expenses include the administrative costs of General Government, Town Meeting etc.							
SALARY POOL SUPPLEMENT	39,354	-	342,284	373,260	-	373,260	373,260
Overtime and Longevity	10,000		10,000	10,000		10,000	10,000
Retirement Incentives/Buy-backs							
Compensation Change	29,354		332,284	363,260		363,260	363,260
12 SALARY POOL SUPPLEMENT	39,354	-	342,284	373,260	-	373,260	373,260

This line item provides for overtime which may be necessary from time to time within the various General Government Departments and Longevity payments to those employees who are eligible. The Compensation Change amount is to fund any salary increases which may be granted to employees. The budgeted amount for FY07 was \$420,632 of which \$381,279 was distributed to various departments where the budget and expenditure is included. The FY08 budget was \$342,284 of which nothing has been distributed to date.

THIS SPACE for NOTES

3-Apr-08

FY2009

	FY07 Budget	FY07 Expended	FY08 Budget	DEPT REQUEST	OVERRIDE AMOUNT	SELECTMEN REC	FINCOM REC
FUNCTION SUMMARY							
FINANCE							
FINANCE DIRECTOR	57,394	57,394	55,800	59,282	-	59,282	59,282
13 SALARIES	57,394	57,394	55,800	59,282		59,282	59,282 *
* Line 13 Fund \$4,700 from WATER REVENUE							
The Finance Director is responsible for coordination of the activities between the Accounting, Collector, Treasury, and Assessing Departments. This line item represents the stipend paid to the Accountant for the assumption of these duties as well as compensation for a part-time Assistant Finance Director.							
ACCOUNTING	180,633	179,266	174,146	177,757	-	177,757	177,757
14 SALARIES	122,133	121,404	122,163	125,957		125,957	125,957 *
15 EXPENSES	58,500	57,862	51,983	51,800		51,800	51,800 *
16 CAPITAL	-	-	-	-		-	-
* Line 14 Fund \$4,000 from WATER REVENUE							
* Line 15 Fund \$3,300 from WATER REVENUE							
The Accounting Department is staffed with a full-time Town Accountant, who also serves as Finance Director and .8 full-time equivalant staff. This Department is responsible for maintaining the financial records of the Town and the approval of all invoices for payment. The capital request is for office equipment.							
ASSESSING	147,693	146,452	147,771	199,613	6,800	160,815	160,815
17 SALARIES	137,563	137,563	138,783	182,697		144,897	144,897
18 EXPENSES	10,130	8,889	8,988	10,116		15,918	15,918
19 CAPITAL	-	-	-	6,800	6,800	-	-
The Assessing Department is staffed with a full-time Assessing Manager and 2 full-time clerical staff. In addition, there is a three member part-time Board of Assessors appointed by the Town Administrator. The Assessing Department is responsible for valuing all property within the Town and setting the Tax Rate. The Board also grants abatements and exemptions where warranted.							
TREASURY	71,588	69,960	71,662	70,082	-	64,204	64,204
20 SALARIES	53,228	52,190	52,511	53,931		48,053	48,053
21 EXPENSES	18,360	17,770	19,151	16,151		16,151	16,151
22 CAPITAL	-	-	-	-		-	-
The Treasurer is the full-time Collector and receives a stipend for the Treasurer's duties. Additional staff consists of 1 full-time clerical person. The responsibilities of this Department include payroll preparation, investment of Town funds, borrowing and administering Employee Benefits.							

3-Apr-08

	FY07 Budget	FY07 Expended	FY08 Budget	FY2009 DEPT REQUEST	OVERWRITE AMOUNT	SELECTMEN REC	FINCOM REC
FUNCTION SUMMARY							
COLLECTION	193,462	189,410	196,235	207,841	-	190,817	190,817
23 SALARIES	154,036	154,036	159,818	170,924		153,900	153,900 *
24 EXPENSES	39,426	35,374	36,417	36,917		36,917	36,917 *
25 CAPITAL	-	-	-	-		-	-
* Line 23 Fund \$4,000 from WATER REVENUE							
* Line 24 Fund \$2,600 from WATER REVENUE							
The Collection Department consists of 1 full-time Collector, who also serves as Treasurer and 3 full-time clerical staff. The responsibilities of this Department include the collection of all taxes due the Town (real estate, personal property and motor vehicle excise). In addition, this department is responsible for the collection of water bills, ambulance bills and trash bills.							
INFORMATION SYSTEMS	138,752	138,456	146,219	183,049	-	183,049	183,049
26 SALARIES	55,752	55,752	57,258	83,975		83,975	83,975 *
27 EXPENSES	83,000	82,704	88,961	99,074		99,074	99,074 *
28 CAPITAL	-	-	-	-		-	-
* Line 26 Fund \$12,000 from WATER REVENUE							
* Line 27 Fund \$1,500 from WATER REVENUE							
The MIS Department is responsible for the data processing effort for General Government. The department is staffed with a full-time System Manager. A 20 hour per week technical position is included for FY09.							
PENSIONS & BENEFITS	6,008,381	5,990,988	6,692,847	7,884,502	73,800	7,187,967	7,187,967
County Retirement	1,773,524	1,773,999	1,916,242	2,138,978		2,138,978	2,138,978
Workers' Compensation	232,203	234,294	248,600	248,600		248,600	248,600
Employment Security	5,000	7,768	5,000	5,000		5,000	5,000
Health Insurance	3,640,829	3,583,575	4,124,880	5,062,912	73,800	4,366,377	4,366,377
Life Insurance	20,000	19,102	21,000	21,000		21,000	21,000
Medicare	271,625	298,814	292,125	317,012		317,012	317,012
Public Safety Disability	30,000	14,705	30,000	30,000		30,000	30,000
Retired Public Safety Disability	28,500	35,047	35,000	36,000		36,000	36,000
Uninsured Medical	6,700	23,684	20,000	25,000		25,000	25,000
29 PENSIONS & BENEFITS	6,008,381	5,990,988	6,692,847	7,884,502	73,800	7,187,967	7,187,967 *
* Line 29 Fund \$113,500 from WATER REVENUE							
*Line 29 Fund \$53,189 from HEALTH INSURANCE RECOVERY FUND							

This Line Item funds the various pension and employee benefits paid on behalf of current and retired employees.
The amount for health insurance was adjusted to reflect a 2 1/2% increase for FY09.

THIS SPACE for NOTES

3-Apr-08

FY2009

	FY07 Budget	FY07 Expended	FY08 Budget	DEPT REQUEST	OVERRIDE AMOUNT	SELECTMEN REC	FINCOM REC
FUNCTION SUMMARY							
PUBLIC SAFETY							
POLICE DEPARTMENT	3,142,350	3,133,471	2,976,638	3,444,938	50,575	2,954,812	2,954,812
30 SALARIES	2,808,650	2,808,648	2,707,372	3,091,368	13,130	2,695,532	2,695,532
31 EXPENSES	259,024	250,613	255,865	284,280	2,800	259,280	259,280
32 CAPITAL	74,676	74,210	13,401	69,290	34,645	-	-
Operations							
...Salaries	2,782,316	2,781,765	2,679,690	3,063,686	13,130	2,667,850	2,667,850
...Expenses	253,419	247,666	248,160	276,575	2,800	251,575	251,575
...Capital	74,676	74,210	13,401	69,290	34,645	-	-
	3,110,411	3,103,641	2,941,251	3,409,551	50,575	2,919,425	2,919,425
<p>The Police Department presently consists of 31 full-time sworn personnel, including the administrative staff of the Chief of Police, two lieutenants and a secretary. The patrol force consists of 19 patrol officers, 6 sergeants and 2 lieutenants. The investigation/prosecution division is staffed with two detectives. The full-time force is supplemented by 10 reserve officers, five constables, 4 matrons, 5 crossing guards, and 2 animal control enforcement officers. The Department performs several major functions including, but not limited to: law enforcement; community policing endeavors such as crime prevention, crime investigation, responding to calls for service, housing prisoners; and administrative functions. In addition, the Department is the enforcement branch for Town Government and works with various Town Agencies in investigating and prosecuting cases on their behalf.</p>							
Animal Control							
...Salaries	26,334	26,883	27,682	27,682		27,682	27,682
...Expenses	5,605	2,947	7,705	7,705		7,705	7,705
	31,939	29,830	35,387	35,387	-	35,387	35,387
<p>The Animal Control Program consists of 1 part-time Dog Officer and 1 part-time assistant. This division is responsible for the investigation of all complaints involving dogs.</p>							
FIRE DEPARTMENT	2,183,197	2,180,037	2,181,376	2,708,930	61,940	2,270,466	2,270,466
33 SALARIES	1,952,097	1,952,097	1,946,666	2,369,356	19,385	2,053,611	2,053,611 *
34 EXPENSES	185,600	182,696	201,455	280,319	2,300	216,855	216,855 *
35 CAPITAL	45,500	45,244	33,255	59,255	40,255	-	-
<p>* Line 33 Fund \$214,820 from AMBULANCE RESERVE * Line 34 Fund \$50,180 from AMBULANCE RESERVE</p>							
Operations							
...Salaries	1,826,801	1,841,242	1,821,243	2,225,068	1,455	1,931,093	1,931,093
...Expenses	126,100	129,993	136,955	162,347	2,300	148,675	148,675
...Capital	28,500	30,016	23,255	35,255	25,255	-	-
	1,981,401	2,001,251	1,981,453	2,422,670	29,010	2,079,768	2,079,768

The Fire Department consists of 18 permanent men: Chief, Deputy Chief, 4 Captains and 12 Firefighters. The Operations Division provides inspection services, fire prevention and fire suppression.

3-Apr-08

	FY2009						
	FY07 Budget	FY07 Expended	FY08 Budget	DEPT REQUEST	OVERRIDE AMOUNT	SELECTMEN REC	FINCOM REC
FUNCTION SUMMARY							
Fire Alarm							
...Salaries	2,832	2,871	2,832	3,105		3,105	3,105
...Expenses	8,500	7,557	10,000	10,000		10,000	10,000
...Capital	12,000	10,258	6,000	10,000	10,000	-	-
	<u>23,332</u>	<u>20,686</u>	<u>18,832</u>	<u>23,105</u>	<u>10,000</u>	<u>13,105</u>	<u>13,105</u>
The Fire Alarm Program is responsible for maintaining the Fire Alarm System throughout the Town as well as the communications system of the Fire Department.							
Emergency Medical Service							
...Salaries	5,151	10,641	5,151	5,090		5,090	5,090
...Expenses	43,500	43,616	46,500	91,500		50,180	50,180
...Capital	-	-	-	-	-	-	-
	<u>48,651</u>	<u>54,257</u>	<u>51,651</u>	<u>96,590</u>	<u>-</u>	<u>55,270</u>	<u>55,270</u>
The EMS Program is responsible for providing the emergency medical & ambulance services to the residents of the Town. The Department currently has 17 Emergency Medical Technicians. Local EMT's are backed up by Advanced Life Support when necessary.							
Call Force							
...Salaries	49,005	28,847	46,460	62,877	12,305	46,732	46,732
...Expenses	7,500	1,530	8,000	16,472		8,000	8,000
...Capital	-	-	-	9,000	-	-	-
	<u>56,505</u>	<u>30,377</u>	<u>54,460</u>	<u>88,349</u>	<u>12,305</u>	<u>54,732</u>	<u>54,732</u>
The Call Department is budgeted for 15 Firefighters who are used to supplement the permanent full-time force on a part-time basis.							
Fire & Police Mechanic							
...Salaries	68,308	68,496	70,980	73,216	5,625	67,591	67,591
...Expenses	-	-	-	-	-	-	-
...Capital	5,000	4,970	4,000	5,000	5,000	-	-
	<u>73,308</u>	<u>73,466</u>	<u>74,980</u>	<u>78,216</u>	<u>10,625</u>	<u>67,591</u>	<u>67,591</u>
The Fire/Police mechanic provides maintenance services for the vehicles in these two departments.							
EMERGENCY MANAGEMENT	1,600	1,300	1,586	3,586	-	3,586	3,586
36 SALARIES	1,200	900	1,200	1,200		1,200	1,200
37 EXPENSES	400	400	386	2,386		2,386	2,386
38 CAPITAL	-	-	-	-		-	-
CODE ENFORCEMENT	206,126	204,473	207,174	249,984	-	218,380	218,380
39 SALARIES	184,876	184,155	183,778	221,159	-	193,159	193,159
40 EXPENSES	21,250	20,318	23,396	28,825	-	25,221	25,221
41 CAPITAL	-	-	-	-	-	-	-
Building Inspection							
...Salaries	125,730	125,398	126,028	160,553		133,053	133,053
...Expenses	12,900	12,674	15,196	18,800		16,443	16,443
...Capital	-	-	-	-	-	-	-
	<u>138,630</u>	<u>138,072</u>	<u>141,224</u>	<u>179,353</u>	<u>-</u>	<u>149,496</u>	<u>149,496</u>

The Code Enforcement Department is staffed with a full-time Department Head/Building Inspector, one part-time inspector and one full-time clerical staff for all code enforcement activities. This Department is responsible for issuing all building permits and inspection of all new construction as well as enforcing the Architectural Access Board Regulations and several local bylaws including the Zoning Bylaw.

3-Apr-08

FY2009

FY07
Budget

FY07
Expended

FY08
Budget

DEPT
REQUEST

**OVERRIDE
AMOUNT**

SELECTMEN
REC

FINCOM
REC

FUNCTION SUMMARY

3-Apr-08

	FY07 Budget	FY07 Expended	FY08 Budget	FY2009 DEPT REQUEST	OVERRIDE AMOUNT	SELECTMEN REC	FINCOM REC
FUNCTION SUMMARY							
Plumbing & Gas Inspection							
...Salaries	25,737	26,745	23,553	24,956		24,956	24,956
...Expenses	3,850	3,992	3,600	4,550		4,022	4,022
	29,587	30,737	27,153	29,506	-	28,978	28,978
This program is staffed with a part-time inspector who is responsible for inspecting all new and repaired gas and plumbing installations.							
Weights & Measures							
...Salaries	8,733	8,816	8,713	9,013		9,013	9,013
...Expenses	800	672	1,000	1,150		1,059	1,059
	9,533	9,488	9,713	10,163	-	10,072	10,072
This program is staffed with a part-time Sealer of Weights and Measures. He is responsible for inspecting all scales and pumps used in connection with the sales of products.							
Electrical Inspection							
...Salaries	24,676	23,196	25,484	26,637		26,137	26,137
...Expenses	3,700	2,980	3,600	4,325		3,697	3,697
...Capital	-	-	-	-		-	-
	28,376	26,176	29,084	30,962	-	29,834	29,834
This program is staffed with a part-time inspector and a part-time assistant who is responsible for the inspection of all new and changed electrical services.							
HEALTH	212,666	210,721	213,815	236,068	-	225,130	225,130
42 SALARIES	130,781	129,671	124,782	133,004	-	133,004	133,004
43 EXPENSES	81,885	81,050	89,033	103,064	-	92,126	92,126
44 CAPITAL	-	-	-	-	-	-	-
Administration							
...Salaries	130,781	129,671	124,782	133,004		133,004	133,004
...Expenses	13,150	14,324	13,150	13,825		13,387	13,387
...Capital	-	-	-	-		-	-
	143,931	143,995	137,932	146,829	-	146,391	146,391
The Board of Health is responsible for the stewardship of the Public Health of the Town. The Board consists of 3 members appointed by the Town Administrator. The Department is staffed with a full-time Health Agent and a full-time Administrative Assistant.							
Environmental Health							
...Salaries	-	-	-	-		-	-
...Expenses	51,635	50,470	58,783	61,439		61,439	61,439
	51,635	50,470	58,783	61,439	-	61,439	61,439
This program provides for the enforcement of Environmental and Sanitary Codes, Local Regulations and Mosquito Control Programs.							
Community Health							
...Salaries	-	-	-	-		-	-
...Expenses	17,100	16,256	17,100	27,800		17,300	17,300
...Misc Capital	-	-	-	-		-	-
	17,100	16,256	17,100	27,800	-	17,300	17,300

This program provides for Communicable Disease Surveillance and follow-up, Immunization Clinics and Non-Communicable Disease Screenings performed by the Visiting Nurse Association.

3-Apr-08

FY2009

FY07
Budget

FY07
Expended

FY08
Budget

DEPT
REQUEST

**OVERRIDE
AMOUNT**

SELECTMEN
REC

FINCOM
REC

FUNCTION SUMMARY

3-Apr-08

FY2009

	FY07 Budget	FY07 Expended	FY08 Budget	DEPT REQUEST	OVERRIDE AMOUNT	SELECTMEN REC	FINCOM REC
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FUNCTION SUMMARY

P U B L I C W O R K S

OPERATIONS	2,086,703	2,237,577	2,057,452	2,202,901	92,603	2,023,468	2,023,468
45 SALARIES	975,422	1,042,504	1,024,446	1,034,559	49,303	985,256	985,256 *
46 EXPENSES	1,049,581	1,134,713	1,015,906	1,150,042	25,000	1,038,212	1,038,212 *
47 CAPITAL	61,700	60,359	17,100	18,300	18,300	-	-

* Line 45 Fund \$40,600 from WATER REVENUE

* Line 46 Fund \$20,000 from CEMETERY FUNDS

Administration

...Salaries	103,724	99,637	100,984	100,304	4,082	96,222	96,222
...Expenses	6,725	13,404	9,925	9,925		9,925	9,925
	<u>110,449</u>	<u>113,041</u>	<u>110,909</u>	<u>110,229</u>	<u>4,082</u>	<u>106,147</u>	<u>106,147</u>

The Administration element of the Public Works Division is staffed with a Director and 2 full-time clerical staff of which a portion of their salaries are budgeted in the Water Enterprise. This division is responsible for overseeing and managing the entire Public Works Function.

Engineering

...Salaries	37,905	37,905	39,499	40,642		40,642	40,642
...Expenses	1,550	484	1,550	1,550		1,550	1,550
	<u>39,455</u>	<u>38,389</u>	<u>41,049</u>	<u>42,192</u>	<u>-</u>	<u>42,192</u>	<u>42,192</u>

Engineering is staffed with 1 full-time Engineer who provides technical support to the Public Works Division and other Town Departments. One half of his salary is budgeted in the Water Enterprise.

Road & Street

...Salaries	472,244	469,722	492,120	494,125	5,704	488,421	488,421
...Expenses	224,141	243,934	202,436	208,584		191,584	191,584
...Capital	4,500	4,500	3,100	6,100	6,100	-	-
	<u>700,885</u>	<u>718,156</u>	<u>697,656</u>	<u>708,809</u>	<u>11,804</u>	<u>680,005</u>	<u>680,005</u>

The Road and Street Division is staffed with 8.5 full-time employees. They perform the construction and seasonal maintenance functions required of the 89.22 miles of Town roadways.

Snow & Ice

...Salaries	-	70,563	-	-		-	-
...Expenses	175,000	262,570	175,000	220,090		175,000	175,000
	<u>175,000</u>	<u>333,133</u>	<u>175,000</u>	<u>220,090</u>	<u>-</u>	<u>175,000</u>	<u>175,000</u>

Snow and Ice reflects the costs of Winter Operations for materials and hired equipment.

3-Apr-08

	FY07 Budget	FY07 Expended	FY08 Budget	FY2009 DEPT REQUEST	OVERRIDE AMOUNT	SELECTMEN REC	FINCOM REC
FUNCTION SUMMARY							
Street Lighting ...Expenses	94,159	78,550	87,939	113,965		90,575	90,575
This budget item provides for the amount paid to RMLD to illuminate 1,237 street lights.							
Trees ...Expenses	20,500	34,956	20,500	20,500		20,500	20,500
Tree Expenses consist of the yearly contractual costs to maintain and remove trees.							
Machinery Maintenance ...Salaries	160,192	147,941	176,420	177,692		177,692	177,692
...Expenses	157,044	152,146	158,135	155,200		153,850	153,850
...Capital	-	-	-	-		-	-
	317,236	300,087	334,555	332,892	-	331,542	331,542
The Machinery Maintenance program is staffed by 3 full-time mechanics. Their responsibility is to maintain 48 pieces of highway and construction equipment.							
Cemetery, Parks and Grounds ...Salaries	139,395	151,661	153,469	158,149	34,583	123,566	123,566
...Expenses	16,300	16,654	16,300	16,300		16,300	16,300
...Capital	9,800	9,800	2,500	-		-	-
	165,495	178,115	172,269	174,449	34,583	139,866	139,866
This program employs 2.5 full-time employees and reflects maintenance in parks and grounds, and the Town's three cemeteries. The Town is currently expanding Riverside Cemetery.							
Town Buildings ...Salaries	61,962	65,075	61,954	63,647	4,934	58,713	58,713
...Expenses	354,162	332,015	344,121	403,928	25,000	378,928	378,928
...Capital	47,400	46,059	11,500	12,200	12,200	-	-
	463,524	443,149	417,575	479,775	42,134	437,641	437,641
Town Buildings employs 1 full-time facilities maintenance manager/superintendent. This budget includes the costs for cleaning, maintaining, repairing and operating all public buildings except schools.							
SOLID WASTE MANAGEMENT	987,436	970,678	1,057,910	1,055,222	223,820	1,055,222	1,055,222
48 SALARIES	25,288	23,300	10,032	10,032		10,032	10,032
49 EXPENSES	962,148	947,378	1,047,878	1,045,190	223,820	1,045,190	1,045,190

* Line 49 Fund \$101,402 from SOLID WASTE STABILIZATION

The Solid Waste Management program employs 1 part-time person to coordinate contractual field services.

FY2009

FUNCTION SUMMARY

GENERAL SERVICES

TOWN CLERK	197,585	197,405	178,853	203,273	-	203,273	203,273
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50 SALARIES	150,833	150,832	148,001	163,398	-	163,398	163,398
51 EXPENSES	46,752	46,573	30,852	39,875	-	39,875	39,875 *
52 CAPITAL	-	-	-	-	-	-	-

* Line 51 Fund \$1,900 from WATER REVENUE

Clerk							
...Salaries	129,806	125,839	130,971	140,217		140,217	140,217
...Expenses	12,587	16,637	12,735	14,600		14,600	14,600
...Capital	-	-	-	-	-	-	-
	<u>142,393</u>	<u>142,476</u>	<u>143,706</u>	<u>154,817</u>	<u>-</u>	<u>154,817</u>	<u>154,817</u>

The Town Clerk's office is staffed by a full-time Town Clerk and 2 full-time clerical staff. This Office is responsible for maintaining all vital statistics of the Town, including births, marriages, deaths, and records of all boards and committees. This office also maintains the minutes of Town Meetings and is responsible for conducting the annual census.

Elections							
...Salaries	21,027	24,993	17,030	23,181		23,181	23,181
...Expenses	34,165	29,936	18,117	25,275		25,275	25,275
...Capital	-	-	-	-	-	-	-
	<u>55,192</u>	<u>54,929</u>	<u>35,147</u>	<u>48,456</u>	<u>-</u>	<u>48,456</u>	<u>48,456</u>

The Elections program is responsible for conducting all elections and Town Meetings. This program is also responsible for maintaining lists of registered voters within the Town.

ELDER SERVICES	123,276	122,064	124,307	134,060	-	131,628	131,628
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53 SALARIES	102,069	102,068	104,083	110,386	110,386	110,386
54 EXPENSES	21,207	19,996	20,224	23,674	21,242	21,242

Elder Services is staffed with a full-time Director, a full-time van driver, and a full-time clerk. This department provides a variety of services to the elderly including a hot lunch program, "Meals on Wheels", home care, clinics and transportation.

VETERANS' SERVICES	101,399	100,509	103,900	108,945	-	108,945	108,945
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55 SALARIES	53,617	53,616	49,725	51,170	51,170	51,170
56 EXPENSES	47,782	46,893	54,175	57,775	57,775	57,775
57 CAPITAL	-	-	-	-	-	-

The Veterans' Department is staffed with a part-time Veterans' Agent supported by a part-time administrative assistant. The services provided include state public assistance, VA benefits, referral services and fuel assistance.

3-Apr-08

FY2009

	FY07 Budget	FY07 Expended	FY08 Budget	DEPT REQUEST	OVERRIDE AMOUNT	SELECTMEN REC	FINCOM REC
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FUNCTION SUMMARY

LIBRARY	417,542	412,086	422,589	446,724	-	430,090	430,090
58 SALARIES	311,425	306,572	313,800	336,224		322,590	322,590
59 EXPENSES	106,117	105,514	108,789	110,500		107,500	107,500
60 CAPITAL	-	-	-	-		-	-

The Library budget includes funding for a full-time Director and Assistant Director, 2 full-time professional librarians and 7 part-time staff.
The Library is currently open 45 hours per week.

RECREATION	171,430	169,950	152,549	163,048	45,495	107,318	107,318
61 SALARIES	134,360	132,880	123,708	153,424	45,495	97,029	97,029
62 EXPENSES	29,270	29,270	28,841	9,624		10,289	10,289
63 CAPITAL	7,800	7,800	-	-		-	-

The Recreation Department is staffed by a full-time Recreation Administrator, a full-time Parks Director, a part-time administrative assistant, a full-time DPW employee and seasonal employees . The Operating budget is responsible for salaries of the Parks Director, Recreation Administrator, and administrative assistant, and a portion of overall expenses. The Revolving account is responsible to fund the costs of all seasonal employees and the larger portion of expenses. The Revolving account funds are derived from user fees, recreation programs, functions, and corporate rentals. Seasonal employees are hired to assist in grounds maintenance, as recreation program councilors, and as food service employees.

L A N D U S E

CONSERVATION COMM	25,186	23,021	26,976	27,735	-	27,735	27,735
64 SALARIES	21,466	21,215	22,856	23,915		23,915	23,915
65 EXPENSES	3,720	1,806	4,120	3,820		3,820	3,820
66 CAPITAL	-	-	-	-		-	-

The Conservation Commission (ConCom) consists of 5 appointed members and 2 alternates. The Commission has jurisdiction over all activities which take place in Wetlands. These activities are highly regulated by the State. The ConCom holds public hearings to determine the appropriateness of the activity and sets conditions under which they can occur. The budget continues to provide part-time clerical support and a part-time Conservation Agent retained on a contractual basis. Much of the ConCom's activities are funded from fees.

* Line 64 Fund \$18,000 from CONSERVATION FEES

PLANNING COMMISSION	157,044	144,546	162,527	168,204	-	166,704	166,704
67 SALARIES	139,119	127,799	145,668	147,795		147,795	147,795
68 EXPENSES	17,925	16,747	16,859	20,409		18,909	18,909
69 CAPITAL	-	-	-	-		-	-

The Community Planning Commission (CPC) consists of 5 elected members. The CPC has jurisdiction of all planning activities within the Town. It approves all sub-divisions. The Commission is supported by a full-time administrator, a full-time secretary and a part-time GIS Coordinator/Planner. It has responsibility for reviewing and updating the Town's Master Plan.

BOARD of APPEALS	21,348	17,418	22,023	24,350	-	24,350	24,350
70 SALARIES	15,448	13,680	16,073	18,350		18,350	18,350
71 EXPENSES	5,900	3,738	5,950	6,000		6,000	6,000
72 CAPITAL	-	-	-	-		-	-

The Board of Appeals (ZBA) consists of 3 appointed members and 3 alternates. The ZBA has the responsibility of granting variances

3-Apr-08

FY2009

FY07
Budget

FY07
Expended

FY08
Budget

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FUNCTION SUMMARY

and special permits from the Zoning By-Law and hearing appeals of the Building Inspector.

3-Apr-08

				FY2009			
	FY07 Budget	FY07 Expended	FY08 Budget	DEPT REQUEST	OVERRIDE AMOUNT	SELECTMEN REC	FINCOM REC
FUNCTION SUMMARY							
E D U C A T I O N							
PUBLIC SCHOOLS	20,087,175	19,866,513	20,701,242	22,689,942	312,497	22,377,445	22,377,445
SALARIES	15,701,588	15,518,697	16,383,924	18,244,626	262,497	17,947,129	17,947,129
73 TEACHERS	11,531,999	11,374,022	11,919,423	13,234,371	181,497	13,052,874	13,052,874
74 ADMINISTRATION	1,834,898	1,819,612	1,901,572	1,994,225	-	1,994,225	1,994,225
75 OFFICE STAFF					-		
76 PARAPROFESSIONALS/TUTORS	807,786	794,239	833,497	1,094,218	46,000	1,048,218	1,048,218
77 CUSTODIAL	900,563	899,035	1,029,812	1,059,600	-	1,059,600	1,059,600
78 ATHLETICS	179,354	189,366	215,510	254,388	35,000	184,388	184,388
79 HEALTH SERVICES	288,060	282,876	298,401	318,666	-	318,666	318,666
80 TRANSPORTATION SPED	75,086	75,705	96,463	101,286	-	101,286	101,286
81 THERAPEUTIC SERVICES				14,331	-	14,331	14,331
82 COMPUTER/AV TECHNICIANS	83,842	83,842	89,246	173,541	-	173,541	173,541
83 SALARY POOL SUPPLEMENT					-		
EXPENSES	4,385,587	4,347,816	4,317,318	4,445,316	50,000	4,430,316	4,430,316
84 DISTRICT LEADERSHIP & ADMINISTRATION	203,537	107,831	163,100	182,100	-	186,014	186,014
85 INSTRUCTION	1,090,372	1,157,555	926,552	964,552	-	960,597	960,597
86 STUDENT SERVICES	701,855	718,726	701,207	450,232	-	485,232	485,232
87 OPERATION & MAINTENANCE OF PLANT	1,049,077	985,209	1,023,709	1,050,159	-	1,050,200	1,050,200
88 FIXED CHARGES	50,000	32,609	125,000	71,100	-	71,100	71,100
89 EQUIPMENT	9,500	9,500	133,000	15,000	-	15,000	15,000
90 SPECIAL ED TUITION	1,281,246	1,336,386	1,244,750	1,662,173	-	1,662,173	1,662,173
91 HIGH SCHOOL ACCREDITATION					-		
92 SPECIAL ED TRANSPORTATION					-		
93 SMALL CAPITAL				50,000	50,000		
94 REGIONAL VOTECH	296,835	296,835	450,535	450,535		412,259	412,259

3-Apr-08

				FY2009			
	FY07 Budget	FY07 Expended	FY08 Budget	DEPT REQUEST	OVERRIDE AMOUNT	SELECTMEN REC	FINCOM REC
FUNCTION SUMMARY							
D E B T S E R V I C E							
School Debt							
Wheelchair Van	8,718	8,718	5,905	5,655		5,655	5,655
Middle & High Schematics	89,691	88,941	30,750	-		-	-
Modulars 3	136,026	136,026	132,288	128,363		128,363	128,363
School Rack Truck	6,646	6,646	6,396	6,146		6,146	6,146
High School Hot Water System	8,696	8,696	6,396	6,146		6,146	6,146
NRHS Renovation	354,141	354,141	335,008	-		-	-
Batchelder Plans	28,201	28,961	22,044	21,294		21,294	21,294
NRMS Gym	16,575	16,575	15,788	-		-	-
Batchelder Renovations	432,746	553,646	970,296	915,571		915,571	915,571
NRMS Roof	26,723	26,723	25,338	-		-	-
Middle Boiler/Little Soffit	27,121	27,121	23,809	23,059		23,059	23,059
Batch Septic	18,348	18,348	17,698	22,110		22,110	22,110
Haverhill Street Land	6,580	6,580	6,318	11,055		11,055	11,055
Little School Renovation	295,035	295,035	286,248	277,454		277,454	277,454
School Copy Machine	10,950	10,950	5,575	5,325		5,325	5,325
NRHS Track	5,564	5,564	5,340	5,114		5,114	5,114
Modular Classrooms	51,960	51,960	50,835	49,654		49,654	49,654
Hood & High Modulars	127,611	117,296	119,521	116,077		116,077	116,077
Hood School Renovation	404,926	415,241	398,813	391,880		391,880	391,880
Student Van	8,388	8,388	5,575	5,325		5,325	5,325
School Pickup Truck	5,063	5,063	-	-		-	-
Modular Classrooms 10/06	-	-	-	100,919		100,919	100,919
Police Station Renovations	46,055	146,755	520,355	730,633		730,633	730,633
Ladder Truck	56,125	56,125	54,125	52,063		52,063	52,063
Cemetery Upgrade	34,250	34,250	27,875	26,625		26,625	26,625
Roads 10/04	46,033	46,033	44,283	42,533		42,533	42,533
Replace Culverts	14,586	14,586	14,086	13,586		13,586	13,586
Smith Property	299,919	299,919	291,169	282,419		282,419	282,419
Title V	10,872	10,872	10,872	10,872		10,872	10,872
04 Dump Truck	19,128	19,128	13,503	13,003		13,003	13,003
Holder Tractor	11,105	11,105	10,855	10,593		10,593	10,593
Senior Van	5,063	5,063	-	-		-	-
Stormwater	24,290	24,819	24,297	23,856		23,856	23,856
Fire Pumper	26,466	26,466	25,967	25,443		25,443	25,443
DPW 1 Ton Truck	6,315	6,315	6,065	5,815		5,815	5,815
Roads 01	67,735	67,735	66,235	64,660		64,660	64,660
Fire Station Floor	50,368	50,368	48,625	46,856		46,856	46,856
Damon Tavern	62,504	62,504	60,338	58,135		58,135	58,135
DPW Small Dump Truck	12,471	12,470	11,971	11,471		11,471	11,471
Loader 10/05	-	-	14,850	14,450		14,450	14,450
Dump Truck 10/05	-	-	19,900	19,300		19,300	19,300
Cruisers 10/05	-	-	11,800	11,400		11,400	11,400
Fire Pumper 10/05	-	-	20,750	48,881		48,881	48,881
Dump Truck 04/06	-	-	-	15,188		15,188	15,188
Cemetery Upgrade 10/06	-	-	-	17,213		17,213	17,213
Road Program 04/06	-	-	-	74,188		74,188	74,188
Police Technology/Remodel 04/07	-	-	-	50,566		50,566	50,566
Short Term Interest & Admin. Fee	770,429	548,396	640,365	772,900		772,900	772,900
95 DEBT SERVICE	3,633,423	3,633,528	4,408,227	4,533,796	-	4,533,796	4,533,796 *

* Line 95 Fund \$763 from RESERVE for DEBT EXCLUSION

* Line 95 Fund \$37,765 from RESERVE for SEPTIC LOANS

* Line 95 Fund \$121,600 from CELL TOWER REVENUE

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FY2009

FY07
Budget

FY07
Expended

FY08
Budget

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FUNCTION SUMMARY

* Line 95 Fund \$253,000 from CAPITAL PROJECTS STABILIZATION FUND

3-Apr-08

FY2009

	FY07 Budget	FY07 Expended	FY08 Budget	DEPT REQUEST	OVERRIDE AMOUNT	SELECTMEN REC	FINCOM REC
FUNCTION SUMMARY							
ENTERPRISE FUNDS							
WATER DEPARTMENT	2,604,775	2,607,569	2,647,339	2,701,321	-	2,701,321	2,701,321
96 SALARIES	627,047	629,636	676,758	691,820		691,820	691,820 *
97 EXPENSES	1,412,600	1,412,449	1,367,150	1,545,260		1,545,260	1,545,260 *
98 CAPITAL	-	-	6,000	8,000		8,000	8,000
99 DEBT	565,128	565,484	597,431	456,241		456,241	456,241 *
* Line 96 Fund \$691,820 from WATER REVENUE							
* Line 97 Fund \$1,545,260 from WATER REVENUE							
* Line 98 Fund \$8,000 from WATER REVENUE							
* Line 99 Fund \$456,241 from WATER REVENUE							
The Water Department employs 1 superintendent, 1 technician and 5 full-time operators and mechanics. It's administrative element accounts for 1/2 of the salaries of the Public Works Director, Town Engineer and DPW clerical support staff.							
HILLVIEW COUNTRY CLUB	1,704,210	1,600,910	1,696,608	1,595,964	-	1,595,964	1,595,964
100 SALARIES	25,000	21,738	25,000	25,000		25,000	25,000 *
101 EXPENSES	849,393	764,217	809,000	826,000		826,000	826,000 *
102 IN LIEU of TAX PAYMENT	110,000	106,561	110,000	115,000		115,000	115,000 *
103 L.U.C. EXPENSES	-	-	-	-		-	-
104 CAPITAL	50,000	38,479	50,000	50,000		50,000	50,000 *
105 DEBT	669,817	669,915	702,608	579,964		579,964	579,964 *
*Line 100 Fund \$25,000 from HILLVIEW REVENUE							
*Line 101 Fund \$826,000 from HILLVIEW REVENUE							
*Line 102 Fund \$115,000 from HILLVIEW REVENUE							
*Line 104 Fund \$50,000 from HILLVIEW REVENUE							
*Line 105 Fund \$579,964 from HILLVIEW REVENUE							
S U M M A R Y							
GENERAL GOVERNMENT	17,619,372	17,553,880	18,502,897	21,146,336	555,033	19,146,544	19,146,544
EDUCATION	20,384,010	20,163,348	21,151,777	23,140,477	312,497	22,789,704	22,789,704
DEBT SERVICE	3,633,423	3,633,528	4,408,227	4,533,796	-	4,533,796	4,533,796
ENTERPRISES	4,308,985	4,208,479	4,343,947	4,297,285	-	4,297,285	4,297,285
TOTAL BUDGET	45,945,790	45,559,235	48,406,848	53,117,894	867,530	50,767,329	50,767,329

THIS SPACE for NOTES